



N O R F O L K

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Norfolk Community Services Board
Board of Directors Meeting

Wednesday
March 25, 2015

NCSB Board of Directors' Meeting Agenda

Norfolk Community Services Board
225 W. Olney Road, Norfolk, VA 234510

March 25, 2015, 6:00 PM

- I. Call to Order
- II. Introductions of New Members; Announcement of Resignation of Member
- III. Roll Call
- IV. Approval of January Minutes (February Meeting Cancelled Due to Weather)
- V. Matters of the Executive Director
 - A. Out of the Darkness Walk:
Saturday, September 12th at 8:30 a.m.
Mount Trashmore Virginia Beach
 - B. Financial Report (William)
 - C. Freedom of Information Act (FOIA) and Conflict of Interest
 - D. Relocation of Programs
 - E. Results of General Assembly
 - F. CIT Update
- VI. Matters of the Chair
 - A. Strategic Planning Meetings
- VII. Adjournment

NORFOLK COMMUNITY SERVICES BOARD MINUTES

Wednesday, January 28, 2015
225 W Olney Road, Norfolk, Virginia

Members Present:

Dana Redding, Chair (0)
Gary Cooper, Vice Chair (0)
Kathy Weaver (0)
Michael Hires (0)
Karen Fox (0)
Neil Walsh (0)
Pat Thrasher (0)
Erica Bullock (0)
Liz Burns (0)
Barbara Klear (0)
Jennette Franklin (0)

Members Absent:

Henry Conde (1)
Chris Nicholas (1)
Tom Warburton (1)

Staff Present:

Sarah Paige Fuller, Executive Director
Bob Horne, Director of Board Operations/Board Clerk
Jacklyn Griffin, Executive Assistant
Sally Berger, Compliance Officer
William Spencer, Operations Controller (Interim)
Jack Cloud, Norfolk City Attorney

Comprising a quorum of the members of the board.

** Numbers in parenthesis represent number of absences in current calendar year*

I. CALL TO ORDER

The meeting was called to order by the Chair at 6:03 p.m.

II. APPROVAL OF PRIOR MINUTES

A motion was made and seconded to approve the minutes of November 19, 2014.

III. MATTERS OF THE EXECUTIVE DIRECTOR

A. Financial Report

William Spencer, the interim Operations Controller, was introduced to the members. Mr. Spencer provided an update on the CSBs financial status through December 31, 2014. Refer to the handouts distributed at the meeting for additional information.

B. Performance Contract Exhibit B Quarterly Report & DBHDS Dashboard

Mr. Horne presented the quarterly reports and dashboard updates to the members and responded to questions. Refer to the handouts that were distributed at the meeting for further information.

C. Strategic Plan Meetings

Ms. Fuller led a general discussion regarding the critical need to create a strategic plan for the CSB. It was suggested that the board maintain monthly board meetings at present but create a committee to focus on the creation of the strategic plan. Dana Redding (Chair), Gary Cooper (Vice-Chair), Jennette Franklin, and Staff Sally Berger will form the new Strategic Planning Committee. This committee will meet twice monthly, in addition to the regular board meetings until the CSB strategic plan is complete.

D. GAP Overview

Several handouts were provided to the members regarding GAP. General discussion ensued with Ms. Fuller and Mr. Horne responding to questions.

E. Program and Facilities Changes

Ms. Fuller updated the board members on the present relocations and moves within the CSB, particularly intake, PACT, and mental health.

In addition to the Strategic Planning Committee, it was suggested that the Board could also maintain a Programs and Services Committee. With nothing further to report on Program and Services for this month, this was tabled and will be discussed further at another board meeting.

F. Legislative Update

Ms. Fuller provided an overview of the VACSB Legislative Update. Ms. Griffin will send the website link to the members so they will be able to view the most recent update, which was not available at the time of the board meeting.

G. Legislative Breakfast

Ms. Fuller thanked Mr. Cooper, Vice-Chair, for representing the Board of Directors at the State Budget hearing on January 7th in Williamsburg. She then provided a general overview of the VACSB Legislative Conference.

IV. MATTERS OF THE CHAIR

No further business.

V. ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 8:30 p.m. The next meeting will be held on February 25, 2014, at 6:00 p.m. at our 225 W. Olney Road location.

Respectfully submitted,

Robert A. Horne
Board Clerk

APPROVED:

Garratt
Cooper Vice-
Chair